

**Call to Order:**

The meeting was called to order at 7:37 p.m. Present were Chair, Joan Duff, and members Ms. Anderson, Vincent Chiozzi, and Mark Yanowitz; also present was Paul Materazzo, Director of Planning, and Lisa Schwarz, Senior Planner.

**Master Plan:**

Ms. Schwarz reviewed her memo to the Board dated February 3, 2011 which included a draft of Section 1 – Vision Statement and Goals of the Master Plan. Ms. Schwarz reviewed the maps that will be included in the Master Plan for Land Use, Housing, Transportation and Circulation, Open Space, and Municipal/Civic Facilities and noted she will make a presentation on the Master Plan to the Selectmen at the end of February. Ms. Anderson asked if there was a technology section in the master plan. Mr. Yanowitz asked who monitors the master plan. Ms. Schwarz noted that according to the Mass Gen Laws the Planning Board is in charge of the master plan. Mr. Yanowitz suggested that the master plan should be reviewed by the Board periodically. Ms. Anderson suggested that the Board should reference the master plan in their decisions. Mr. Materazzo noted that the Master Plan will give staff and the Board guidance on future town meeting articles. Ms. Schwarz noted that when the Historic Preservation Special Permit warrant article was submitted it would have been good to say that it was a goal of the Master Plan.

**Town Meeting 2011:****P-18 Renewable Energy Facilities:**

The Board opened the discussion on the proposed warrant article to appropriate \$25,000 to conduct studies to determine the feasibility of locating solar energy facilities or other renewable energy facilities on Municipal owned properties. Materazzo reviewed his memo to the Board dated February 3, 2011. Mr. Yanowitz noted that there is potential of revenue by leasing land, on land that probably won't be developed, at no cost to the Town. Mr. Materazzo noted the consultant would help guide the Town on what the Town's best options would be. The Board discussed the Town's finances and budgets. Mr. Yanowitz reviewed the current contract the Town has with TransCanada. On a motion by Ms. Anderson seconded by Mr. Chiozzi the Board voted to recommend approval of Article P-18 Renewable Energy Facilities. **Vote:** Unanimous (4-0)

**Winterberry Lane:**

On a motion by Ms. Anderson seconded by Mr. Chiozzi the Board voted to approve the reduction of the performance Guarantee for Winterberry Lane to secure the proper construction and completion of the services and ways from \$45,500 to \$21,500 as recommended by the Department of Public Works in a memo from Brian Moore to the Andover Planning Board dated January 18, 2011. **Vote:** Unanimous (4-0)

**Murray Hill Estates:**

On a motion by Ms. Anderson seconded by Mr. Chiozzi the Board voted that the performance guarantee for the Murray Hill Estates subdivision be extended to January 31, 2012. **Vote:** Unanimous (4-0)

**Vraj Circle:**

Mr. Materazzo reviewed Ms. Byerley's memo to the Board dated January 26, 2011 and the developer's request to change the name of the subdivision off Greenwood Road known as Vraj Circle to Trinity Court. On a motion b Ms. Anderson seconded by Mr. Chiozzi the Board voted to approve the request by Andover Greenwood LLC to change the name of the approved subdivision street, Vraj Circle to Trinity Court. This approval shall be contingent upon the developer being responsible for all notifications and costs associated with the change in street names, with a copy of the Board's Certified Vote being recorded at the Essex North Registry of Deeds. **Vote:** Unanimous (4-0)

**Legends I:**

Mr. Materazzo reviewed Ms. Byerley's memo to the Board dated January 27, 2011 regarding the Amended Conservation Restriction. Ms. Anderson reviewed the document and noted on the second page of the document the word "on" should be removed. She stated she would like the language in the second paragraph to be reworded for clarification. Mr. Materazzo noted that he would have to talk with Ms. Byerley regarding the language.

**Other Business:**

Mr. Materazzo reviewed the spreadsheet outlining the warrant articles the Board will be reviewing for Town Meeting.

**Adjournment:** The Board voted to adjourn the meeting at 8:34 p.m.